

City of Eudora Modified Public Meeting Procedure

The City of Eudora will hold its regular City Commission meeting on Monday, April 13, 2020 beginning at 7:00 P.M. Due to the concerns of spread of COVID-19, the City Commission meeting will be held remotely. To meet the spirit and intent of the Kansas Open Meetings Act (KOMA), anyone can listen to the meeting live via a conference call. This access can be gained as follows:

Dial-in number (US): (701) 802-5078

Access code: 444540#

If anyone wishes to make a public comment, they may do so by sending or e-mailing their comment to City Clerk Pam Schmeck by 5:00 P.M. on Monday, April 13, 2020. Public comments can also be mailed to the City Clerk at P.O. Box 650, Eudora, Kansas 66025 (please keep in mind delivery time; if they do not arrive by 5:00 P.M. Monday, April 13, 2020 they will not be read), submitted via the utility bill drop box on the east side of City Hall, or e-mailed to pschmeck@cityofeudoraks.gov. The public comments will be read by the City Clerk during the public comment portion of the meeting. All public comments must include the name and address of the person submitting the comment. Please remember that public comment is limited to 5 minutes per person.

Members of the City Commission, presenters, or staff will identify themselves when speaking so that everyone will know who is speaking at the time.

**EUDORA CITY COMMISSION
MEETING AGENDA
April 13, 2020
Eudora City Office
4 East 7th Street Eudora, Kansas
7:00 P.M.**

Mayor: Tim Reazin

Vice Mayor: Ruth Hughs

City Commissioners: Jolene Born, Roberta Lehmann & Tim Bruce

I. CALL TO ORDER Roll Call Pledge of Allegiance

II. CHANGES OR ADDITIONS TO AGENDA – Approve agenda

III. CONSENT ITEMS:

- A. Consider minutes of March 23, 2020 Eudora City Commission meeting**
- B. Consider warrants against the City of Eudora**
- C. Consider March Police Department report**
- D. Consider March Fire Department report**

PUBLIC COMMENTS: Please state name and address prior to addressing the Governing Body.
Public comments are limited to 5 minutes per speaker.

IV. BUSINESS ITEMS:

- A. Consider First Impressions Program application**

V. Mayor & City Commission comments

VI. City Manager & staff comments

VII. WORK SESSION:

- A. Nottingham Development – Request for Information from Monarch**

VIII. EXECUTIVE SESSION:

- A. Non-elected personnel**

IX. Adjournment

As a courtesy, please silence all cell phones while the City Commission meeting is in session.

Eudora City Commission Meeting
City Hall – 4 E. 7th Street
Eudora, Kansas
March 23, 2020
7:00 pm

Call to Order

Mayor Tim Reazin

Vice Mayor Ruth Hughs

Commissioner Jolene Born absent

Commissioner Roberta Lehmann

Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Mayor Reazin requested the Executive Session be removed from the agenda and to move the work session on Remote participation in City Commission meetings policy to Business item E and adding Business item F Considering canceling the April City Commission meetings.

Mayor Reazin moved the City Commission approve the agenda with the noted changes, motion seconded by Commissioner Hughes, all ayes, motion carried, 4-0.

Consent agenda items

- A. Consider minutes of March 10, 2020 Eudora City Commission meeting
- B. Consider warrants against the City of Eudora
- C. Consider Proclamation to declare April Child Abuse Prevention Month
- D. Consider Proclamation to declare April National Safe Digging Month
- E. Consider Proclamation to declare April National Arbor Month and April 24, 2020 as Arbor Day
- F. Consider Proclamation declaring April National Autism Awareness month and April 2, 2020 as Autism Awareness Day

Mayor Reazin moved the City Commission approve the consent items, motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.

Public Hearing

- A. Determination of blight at 714 Main Street for CDBG application

City Manager Matite reported that Asst. City Manager Herring has been working with GW Weld, who is in attendance, and a grant coordinator to submit an application to the Community Development Block Grant program. After the public hearing, the governing body with need to approve certain documents that are enclosed in the packet along with the application.

Mayor Reazin opened the public hearing.

No public spoke in regard to the application.

Mayor Reazin brought the meeting to order.

Public comments

Public comments were invited and none were heard.

Business Items

- A. Consider executing certain documentation related to the Community Development Block Grant (CDBG) Program for 714 Main Street

Resolution 2020-03 certifies the City has legal authority to submit the grant application.

Resolution 2020-04 will declare the meeting a blight with respect to the CDBG program.

Items 3 through 6 are relevant documents to the application process which each need approval.

- i. Consider Resolution 2020-03 certifying legal authority to submit a grant application to the Community Development Block Grant (CDBG) Program for 714 Main Street

Commissioner Hughs moved to approve Resolution 2020-03 certifying legal authority of the City of Eudora to apply for the 2020 Kansas Small Cities Community Development Block Grant (CDBG) program from the Kansas Department of Commerce and authorizing Mayor Reazin to submit such an application, motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

- ii. Consider Resolution 2020-04 declaring a building blighted with respect to the Community Development Block Grant (CDBG) Program at 714 Main Street

Commissioner Bruce moved to approve Resolution 2020-04 declaring 714 Main Street a blighted building with respect to the Kansas Small Cities Community Development Block Grant (CDBG) program and authorize Mayor Reazin to sign the Resolution, motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.

- iii. Consider Statement of Assurances and Certifications with respect to the Community Development Block Grant (CDBG) Program

Commissioner Hughs moved that the Mayor execute the Statement of Assurances and Certifications relating to the activities involved in the application for the use of Kansas Small Cities Community Development Block Grant (CDBG) program funding at 714 Main Street, motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

- iv. Consider Residential Anti-displacement and Relocation Assistance Plan with respect to the Community Development Block Grant (CDBG) Program

Commissioner Bruce moved that the Mayor certify that the Residential Anti-displacement and Relocation Assistance Plan relating to 714 Main Street as part of the Kansas Small Cities Community Development Block Grant (CDBG) program is officially adopted and execute such document stating the same, motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.

- v. Consider Applicant/Recipient Disclosure Report with respect to the Community Development Block Grant (CDBG) Program

Commissioner Hughs move that the Mayor certify the Applicant/Recipient Disclosure Update Report which identifies parties with a financial interest in the Kansas Small Cities Community Development Block Grant (CDBG) program candidate project located at 714 Main Street and execute such document stating the same, motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

- vi. Consider environmental determination of level of review with respect to the Community Development Block Grant (CDBG) Program

Commissioner Bruce moved that the Mayor execute the Determination of Level of Review for the Environmental Review Record, claiming Categorical Exclusion SUBJECT to §58.5 authorities per 24 CFR 58.35(a)(1) for Eudora, KS Commercial Rehabilitation project located at 714 Main St. Eudora, KS 66025 (Douglas County), motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.

- B. Consider Planning Commission recommendations for Rezoning, Use Permitted Upon Review, Preliminary Development Plan and Preliminary Plat applications for the proposed Nottingham commercial development located at 1428 Elm Street Eudora, KS

Matite explained item B is a recommendation from the Planning Commission regarding rezoning, UPUR, the preliminary plan and the preliminary plat of the Nottingham property. The design team from Slaggie Architects, Inc., Scott Slaggie and Phil Dougherty, presented the design guidelines for the property. Andy Gabbert with Renaissance Infrastructure addressed the Commission regarding the landscape architecture. The Development Team is working with prospective tenants on the give and take regarding these guidelines. The team suggested having a future conversation about moving a property line in the southwest corner that is not included in the Nottingham property, but the city has dual ownership. The traffic study shows that a light is warranted at 15th and Church Streets. The same study suggests once the property is completed, a traffic study is needed to see if a traffic light is warranted at 14th & Church Streets. Dave Knopick, AICP, planning consultant for the City, briefed the Commissioners on the process the Planning Commission went through to get to their recommendations. A motion is required for each action item.

Mayor Reazin moved the City Commission approve the recommendation of the Planning Commission and amend the City of Eudora Zoning Map to reflect a change of zoning designation from RS Residential Single Family District to CPOD Commercial Planned Overlay District for the property legally described in the application materials, subject to the approval of the associated Use Permitted Upon Review and Preliminary Plan, by way of Ordinance 1108, motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

Mayor Reazin moved the City Commission approve the recommendation of the Planning Commission to designate the CPOD as an acceptable Use Permitted Upon Review, subject to the approval of the associated Preliminary Plan, motion seconded by Commissioner Hughes, all ayes, motion carried, 4-0.

Mayor Reazin moved the City Commission approve the recommendation of the Planning Commission to approve the Preliminary Plan, including the tenant criteria and the list of requested deviations, with the following conditions:

- 1. Cleaning up any general typographical/technical errors and adding information as necessary to address staff review comments.**
- 2. The property encompassed by the proposed development be platted as part of the development process in accordance with City regulations.**
- 3. The preliminary plan may be adjusted to incorporate a full turn access at the mid-block drive access that is just south of Lot 1 aligning with the Sonic entrance to the east of Church. This change requires the drive to be a 3-lane section.**
- 4. Addressing design and development details in a manner that meets City requirements through the final plan, final plat, public improvement plan, building/construction plan and other applicable permitting processes.**
- 5. Subject to meeting all applicable federal, state and local regulations and acquiring applicable permits.**

motion seconded by Commissioner Hughes, all ayes, motion carried, 4-0.

Mayor Reazin moved the City Commission approve the recommendation of the Planning Commission to approve the Preliminary Plat with the following conditions:

- 1. Cleaning up any general typographical/technical errors and adding information as necessary to address staff review comments.**

2. Preliminary plat shall incorporate references establishing a property owner association that will be responsible for shared property/development improvements and maintenance of such improvements. Specific dedications and references shall also be incorporated into final plat(s) for the development and require appropriate filing and recording establishing the association.
3. Preliminary plat shall incorporate references to shared parking and circulation arrangements. Such arrangements shall be noted on final plat(s) with appropriate easements/agreements filed and recorded accordingly.

motion seconded by Commissioner Hughs, all ayes, motion carried, 4-0.

C. Consider Ordinance 1108 a change of zoning from RS Residential Single-Family District to CPOD Commercial Planned Overlay District for the property located at 1428 Elm Street Eudora, KS
This item was approved in Business item B.

D. Consider suspension of the assessment of Late utility payment fee and penalty
Matite explained the Governor of Kansas issued an executive order to all utilities to temporally suspend the practice of disconnecting utility services for non-payment. Staff recommends the suspension of late fees to further assist citizens effected by COVID-19. Matite advised the Commission staff is working on a policy to implement a payment plan for citizens that were impacted by this event and need to make payments. Mayor Reazin was clear in stating the payment plan is a temporary solution to assist citizens during an event such as COVID-19. The policy will be in place for future events.

Mayor Reazin moved the City Commission approve the suspension of the assessment of the late utility payment fees and penalties for non-payment though the COVID-19 event; and authorize the City Manager to develop a temporary utility payment policy geared at alleviating the economic impacts of residents impacted by COVID-19 with the effective date of said policy to be upon notification of the City Commission,
motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.

E. Consider Resolution 2020-05: Remote participation in City Commission meetings policy
Matite stated originally staff wanted a work session on this item but decided to move to a Business item to allow the resolution to be effective at an earlier date. After discussion tonight, the resolution will be sent to city attorney David Waters for review. The consensus of the Commission was if a Commissioner(s) participates remotely, they want to be able to see and hear that Commissioner. The meetings will be open to the public. Staff will look at ways to allow interested citizens to dial in to hear a Commission meeting. If possible, Commissioners would like to allow remote participation to include executive sessions. Matite will check with the city attorney to see if that is allowed.

Mayor Reazin moved the City Commission approve Resolution 2020-05 establishing policies relating to remote participation in City Commission meetings for the City of Eudora pending city attorney review,
motion seconded by Commissioner Bruce, all ayes, motion carried, 4-0.

F. Consider canceling April City Commission meetings
After discussion, no action taken.

Mayor and City Commission Comments

Mayor Reazin spoke with the residents located in the Wakarusa Estates cul de sac neighborhood. The mayor asked what the Commission thought about speed bumps and other traffic calming devices and asked for an estimate on the price of such improvements to neighborhoods. He asked for an update on the grant application for the improvements to Church Street at 8th & 9th Streets. Matite responded the deadline for

submittal is April 15th and staff are currently collecting letters of support. EABSA requested to be on the agenda to ask approval to use the Nottingham property as the site of their firework sales fundraiser. EABSA was told last year it was the last time they would be able to use Nottingham for their fireworks stand. The consensus was not to allow any such events on the Nottingham property any longer.

Commissioner Bruce requested more information on Monarch Build, LLC who has been acting as part of the development team.

Commissioner Hughs – No comment.

Commissioner Born did not attend meeting.

Commissioner Lehmann – No comment.

City Manager and Staff Comments

City Manager Barack Matite commented he would try to get Monarch Build, LLC to attend the next Commission meeting. Matite will try to reschedule the Commission retreat for either April 28th or May 1st. Matite updated the Commission with changes to city routine due to COVID-19. Some of which are: staff that can are working remotely, changes to payroll to comply with executive orders, and trying to stay updated with the constant information from different agencies.

Assistant City Manager Leslie Herring did not attend meeting.

Director of Public Works Branden Boyd – No comment.

Police Chief Wes Lovett – No comment.

Fire Chief Ken Keiter did not attend meeting.

Parks & Recreation Director Sally Pennington did not attend meeting.

City Clerk Pam Schmeck – No comment.

Commissioner Bruce moved to adjourn, motion seconded by Commissioner Lehmann, all ayes, motion carried, 4-0.

Meeting adjourned at 10:22 pm.

Tim Reazin, Mayor

Pam Schmeck, City Clerk



City of Eudora Police Department

Report Date Range: 03/01/2020 to 03/31/2020

Dispatched Calls- Priority Level= 119

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Medicals	30	25.21%
Adult/Child Welfare Checks	16	13.45%
Alarms	10	8.40%
Disturbances	8	6.72%
Domestics	7	5.88%
Accidents	7	5.88%
Other	41	34.45%
TOTAL	119	100.00%

Dispatched Calls- Non-Priority= 153

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Request Speak to Officer	50	32.68%
Investigate Vehicle	21	13.73%
Motorist Assists	13	8.50%
Parking Violations	12	7.84%
Animal Calls	9	5.88%
Follow-Up Investigation	8	5.23%
Other	40	26.14%
TOTAL	153	100.00%

Self-Initiated Calls/Stops= 110

TYPE	#
Traffic Stops	72
Traffic Citations	11
Criminal Citations	4
Arrests	13
Warrants Served	7
Attempted Warrants	3
DUI's	0
TOTAL	110

also counts as a traffic stop

also counts as a traffic stop

includes warrants served & DUI's

***Total officer interactions for the month of February= 382**

Investigations:

Detective Flick currently has 13 active cases: 3 burglaries, 6 sex crimes, 1 abuse case, 1 rape, 2 auto thefts. 24 cases are pending with the DA's office & court system. Detective Flick has closed 0 cases this month.

News & Events:

Other:

City of Eudora Fire Department

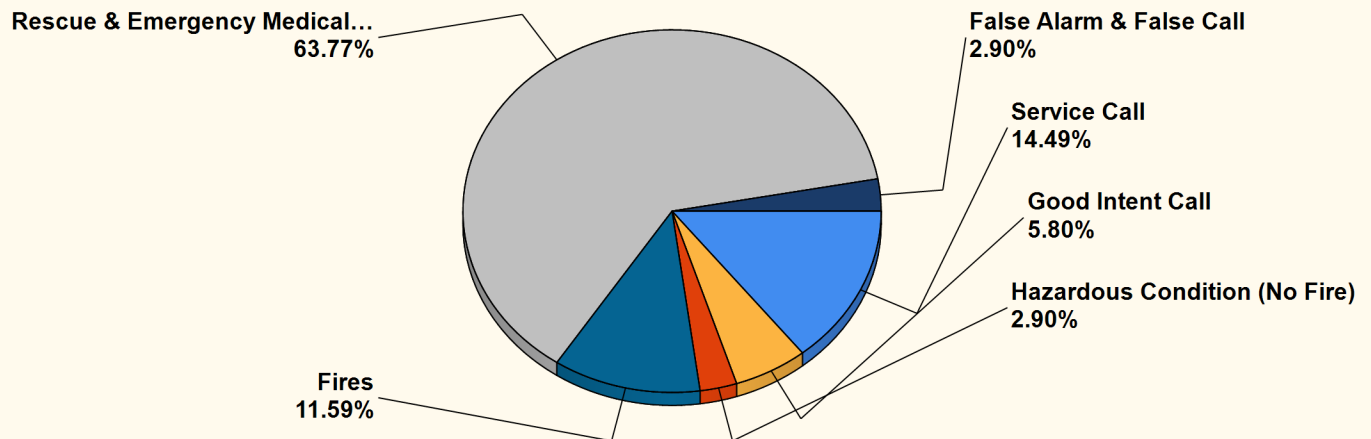
Eudora, KS

This report was generated on 4/1/2020 8:32:31 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2020 | End Date: 03/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	8	11.59%
Rescue & Emergency Medical Service	44	63.77%
Hazardous Condition (No Fire)	2	2.90%
Service Call	10	14.49%
Good Intent Call	4	5.80%
False Alarm & False Call	2	2.90%
TOTAL	70	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.43%
142 - Brush or brush-and-grass mixture fire	3	4.29%
143 - Grass fire	2	2.86%
151 - Outside rubbish, trash or waste fire	1	1.43%
154 - Dumpster or other outside trash receptacle fire	1	1.43%
311 - Medical assist, assist EMS crew	1	1.43%
321 - EMS call, excluding vehicle accident with injury	41	58.57%
322 - Motor vehicle accident with injuries	1	1.43%
357 - Extrication of victim(s) from machinery	1	1.43%
412 - Gas leak (natural gas or LPG)	2	2.86%
551 - Assist police or other governmental agency	1	1.43%
554 - Assist invalid	6	8.57%
561 - Unauthorized burning	3	4.29%
611 - Dispatched & cancelled en route	3	4.29%
631 - Authorized controlled burning	1	1.43%
730 - System malfunction, other	1	1.43%
745 - Alarm system activation, no fire - unintentional	1	1.43%
TOTAL INCIDENTS:	70	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

City of Eudora Fire Department

Eudora, KS

This report was generated on 4/1/2020 8:30:00 AM



Incident Statistics

Start Date: 03/01/2020 | End Date: 03/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		44	
FIRE		26	
TOTAL		70	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
0	0	0	0
C1200	8	10	10
E1231	0	1	1
E1232	0	2	2
S1251	7	12	12
TOTAL	15	25	25
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
Aid Received		1	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
12		17.14	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:04:37	0:05:15	
AVERAGE FOR ALL CALLS		0:04:54	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
City of Eudora Fire Department	0:01:22	0:02:27	
AVERAGE FOR ALL CALLS		0:01:53	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
City of Eudora Fire Department		23:24	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Agenda Statement

Date: Monday, April 13, 2020
To: City Commission
From: Leslie Herring, Assistant City Manager
Re: Consider First Impressions Program Application

Background

Eudora Chamber Executive Director Ami Bruce has been exploring opportunities to connect the Eudora community with resources, programs, and good work across the county. Through that endeavor, she learned from Douglas County Extension Office Executive Director Marlin Bates about K-State Research & Extension's First Impressions Program. She quickly identified the program as a good fit for the Eudora community and invited Eudora Convention & Visitors Bureau Co-Presidents Elizabeth Knispel and Jenny Hellwig as well as the City of Eudora via Assistant City Manager Leslie Herring, to the conversation.

The First Impressions Program is essentially a secret shoppers program for Kansas communities. K-State Research and Extension facilitates the program by accepting applications and pairing communities with one another. A small group of Eudorans will travel to another similarly sized community in Kansas and a small group of residents from that other community will travel to Eudora. They will take notes about their first impressions and those notes will be provided to K-State Research & Extension to draft a report which will be presented to the community at a town hall style meeting. The communities then decide how they will use that information to improve their community.

Please refer to the detailed program marketing documents in your packet for more information about how the program works and what is expected and required.

Staff Comments/Recommendations

Although this is a community (and not City) led initiative, this matter is before the City Commission to ensure K-State Research & Extension that the Eudora community – by way of the Mayor's signature – acknowledges that the following components are crucial to the success of the program:

- A well-publicized and well attended community presentation after the First Impressions visit is completed that is inclusive and representative of all key stakeholders and sectors in the community;
- A planning session with community members and key stakeholders to set goals and priorities is highly encouraged. This session should be held within one (1) month of the report meeting.

- The extension specialist or local agent will do a 6-month follow-up to determine progress on goals.

City staff believes it is crucial to support our community groups – including the Chamber of Commerce and CVB – when their work is aimed directly at improving the Eudora community. Further, City staff acknowledges the timeliness of participating in this program in 2020, the year the comprehensive plan is updated, as the results of participating in the First Impressions Program will very-likely fit very well into certain community goals and action items and could provide good data for the community to further its collective work on improving how Eudora looks and feels to those who live here and those that visit.

Marlin Bates will be in attendance at the meeting to share program details and the community and City's involvement expectations. He will also respond to any questions from the Commission.

Budget Impact– None. The program requires and expects no financial commitment from the City.

City Manager Approval – Received.

Recommended Commission Action:

Suggested Motion: I move to authorize the Mayor to apply for the First Impressions Program through K-State Research & Extension, in partnership with the Eudora Chamber of Commerce and Eudora Convention & Visitors Bureau and to submit such application.



First Impressions

A program for community assessment & improvement

K-State Research and Extension's Community Vitality program helps communities assess and develop opportunities and strategies for community improvement. Through the **First Impressions** program communities can learn about existing strengths and weaknesses through the eyes of the first-time visitor. The results from a **First Impressions** visit can serve as the basis for community action. The final report and photographs can also be used as a way to document changes in the community over time.

This tool is particularly useful because as a matter of human nature, all communities have difficulties viewing their surroundings as others – customers, visitors, potential residents, and potential businesses – see them. Our views are skewed by over-familiarization, a lack of differing perspectives, expectations, and a reluctance to be completely honest with our neighbors when dealing with difficult issues, such as the appearance of buildings, customer service, and the maintenance of public facilities.

How does it work?

Volunteers from two somewhat similar communities agree to do unannounced visits and then report on their findings. Participants become "secret shoppers" for the day to discover what they can about their sister community. Participants follow procedures and document their visit using a participant guide to record photos and comments. The guide, which ensures that evaluations and reports are thorough and uniform, is divided into the following sections:

- Prior to your visit (requesting information ahead of time)
- The Five Minute Impression
- Community Entrances
- Housing and Residential Areas
- Education, Health, Social and Emergency Services
- Local Economy
- Government/Public Services
- Recreation, Faith, Culture and Heritage
- General Observations
- Information from Community Residents
- Wrap-up

Following the visit, the **First Impressions** reports are compiled and exchanged with the sister community. A “town meeting” is arranged where results are shared with the broader community. This is typically done with a presentation which includes photos that illustrated observations made.

Following presentation of the report, action planning is the next step, identify specific issues to address and establish working committees. Be sure to include local officials and other community leaders throughout the entire **First Impressions** exercise. Their involvement will assist in achieving success in resolving the identified issues. Involvement of the local media is also an excellent way to motivate good actions as a result of the report.

How do we participate?

A community group, such as city council, chamber of commerce, PRIDE organization, or another community development organization would make a request to participate in the program. A visit would be made to the organization to explain the procedure and explore “sister city” possibilities. A formal letter of intent to participate is signed between the two communities and a timeframe for completing the exchange is agreed upon.

A team of 3 to 4 community volunteers will be recruited to conduct the community visit and complete the participant guide which includes comments and photos.

Reports will be compiled and exchanged with the sister communities. The First Impressions Coordinator will present the findings. This is usually done in the form of a “town meeting” using a PowerPoint presentation with key photos and comments.

Who do we contact?

For more information or to make a request to participate contact the K-State Research and Extension Office of Community Vitality:

Nadine Sigle
nsigle@ksu.edu
(785) 346-6256

Nancy Daniels
nkdaniels@ksu.edu
(785) 410-6352

Jan Steen
jmsteen@ksu.edu
(620) 200-0665

Trudy Rice
trice@ksu.edu
(785) 766-3996

Jaime Menon
jmenon@ksu.edu
(785) 532-5840

First Impressions was developed by the University of Wisconsin-Extension and adapted for use by K-State Research and Extension. Restructuring made possible through a partnership with the Dane G. Hansen Foundation.

Kansas State University Agricultural Experiment Station and Cooperative Extension Service

K-State Research and Extension is an equal opportunity provider and employer. Issued in furtherance of Cooperative Extension Works, Acts of May 8 and June 30, 1914, as amended. Kansas State University, County Extension Councils, Extension Districts, and United States Department of Agriculture Cooperating, John D. Floros, Director.

What is the first impression your community leaves on its visitors?

K-State Research and Extension's First Impressions program can improve your community's image and quality of life for your citizens.



First Impressions was developed by the University of Wisconsin-Extension and adapted for use by K-State Research and Extension. Restructuring made possible through a partnership with the Dane G. Hansen Foundation.

Contact Us

For more information or to participate, please contact K-State Research and Extension.

Nadine Sigle
nsigle@ksu.edu, (785) 346-6256

Nancy Daniels
nkdanials@ksu.edu, (785) 410-6352

Jan Steen
jmsteen@ksu.edu, (620) 200-0665

Jaime Menon
jmenon@ksu.edu, (785) 532-5840

Trudy Rice
trice@ksu.edu, (785) 766-3996

K-STATE
Research and Extension



Kansas State University Agricultural Experiment Stations and Cooperative Extension Service

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First Impressions



*A way to Boost
Community Vitality*

K-STATE
Research and Extension

How it works

First Impressions allows you to see your community through the eyes of a first time visitor. A volunteer visitation team from a similar community agrees to make the visit.

This visitation team will explore your community's residential, retail, and industrial areas; local government entities; schools; and other points of interest. Teams are trained and follow clear guidelines as they evaluate appearances, access to services; friendliness, and other community attributes.



How it helps

First Impressions increases awareness of a community's strengths and highlights areas of concern. The program helps your community:

- Evaluate the success of current development initiatives;
- Set goals and priorities for new development;
- Identify ways to strengthen community services; and
- Identify initiatives for community support agencies, civic groups, city/county leaders, or community economic development organizations.

How results are shared

The results from the visitation team are presented at a community meeting. Community improvement opportunities are identified and utilized in community planning and improvement.

Your commitment

- 1) Identify a contact person from your community;
- 2) Gather a team of volunteers to visit another community; and
- 3) Organize a community-wide meeting to share the final report.



How to participate

Participation is by request. Upon acceptance into the program, a K-State Research and Extension Community Vitality Specialist will visit your community to further explain the process and identify a similar community to evaluate.

There are no fees to participate in First Impressions. Associated costs are time, mileage and meal expenses during community visits.

First Impressions

Community Application



Note: Incomplete or unsigned applications will not be considered.

Name of Community: Eudora, Kansas Date: April 13, 2020

Primary Contact: Ami Bruce Telephone: 785.542.1212

E-Mail: info@eudorakschamber.com Professional Title/Occupation: Executive Director

Mailing Address: 1006 Ash St.

Eudora, KS 66025

Sponsoring Organization: Eudora Chamber of Commerce

Please provide the information requested:

- How did you hear about the First Impressions Program?

Marlin Bates, County Extension Director and Community Development Agent,

K-State Research and Extension - Douglas County

- Please provide the names of (3) individuals who will be part of a visitation team to the exchange community:

1. Name Ami Bruce Occupation Chamber Director
Phone 785.542.1212 E-Mail info@eudorakschamber.com

2. Name Elizabeth Knispel Occupation Entrepreneur/CVB Co-President
Phone 720.919.0600 E-Mail eknispel@gmail.com

3. Name Jenny Hellwig Occupation CVB Co-President
Phone 785.550.2793 E-Mail jennyhellwig1@gmail.com

Please read and sign the memorandum of agreement below:

I request Eudora, Kansas (name of community) be considered for the First Impression Program.

Once this application is received, I understand a meeting will be scheduled with the community applicant and key stakeholders to discuss participation in the program. This meeting will outline the components and process of the First Impressions program and the community's expectations, requirements, and responsibilities that are necessary to ensure desired outcomes are achieved.

I also understand the following components are crucial to the success of the program:

- A well-publicized and well attended community presentation after the First Impressions visit is completed that is inclusive and representative of all key stakeholders and sectors in the community;
- A planning session with community members and key stakeholders to set goals and priorities is highly encouraged. This session should be held within one month of the report meeting.
- The extension specialist or local agent will do a 6-month follow-up to determine progress on goals.

I hereby submit this application for participation in the First Impressions Program.

Primary Contact Signature 4/13/2020
Date

I fully support and endorse our community participating in the First Impressions Program.
I allow permission for the reports to be posted on the K-State Research & Extension Community Development page: Yes X No _____

Mayor's Signature (if not the primary contact) 4/13/2020
Date

Please return this application to:

Office of Community Vitality
K-State Research and Extension
101 Umberger Hall
Manhattan, KS 66506



First Impressions was developed by the University of Wisconsin-Extension and adapted for use by K-State Research and Extension.

Kansas State University Agricultural Experiment Stations and Cooperative Extension Service
K-State Research and Extension is an equal opportunity provider and employer. Issued in furtherance of Cooperative Extension Works, Acts of May 8 and June 30, 1914 as amended. Kansas State University, County Extension Councils, Extension Districts, and the United State Department of Agriculture Cooperating, John D. Floros, Director.

Revised 4-5-19



Agenda Statement

Date: April 13, 2020
To: Mayor and City Commissioners
From: Barack Matite, City Manager
Re: Request for Information

Background

At the last commission meeting, the governing body wanted to know more about Monarch Build, LLC. To this day, they have been part of the development team, as the contractor, and have worked with the developer, staff, owner's representative (Vieste, LLC), project engineers and architect. Following the Commission's directive, staff worked with Vieste, LLC, to prepare a request for information and forwarded that to Monarch. The request included information about the company, relevant CMAR experience, CMAR approach to the Nottingham project and pricing among other things.

Attached to this memorandum is Monarch's response to the request for information.

Staff and representatives of Vieste, LLC, Michael Comparato and Don Currise will be available to answer any questions from the Commission.



**NOTTINGHAM PROJECT
CITY OF EUDORA, KS**

**Request for Information
MONARCH Build, LLC**

- **Executive summary**
 1. Overview of the Company
 2. Years of experience
 3. Current Ownership
 4. Project Volume last 3 years
 5. Company Bonding Capacity and ability to bond this Project
- **Organizational chart and Key staff for this project with responsibilities and experience**
- **Relevant CMAR Experience (particularly Public-side)**
 1. Description of 3-5 recent CMAR projects with references
- **CMAR approach to the Nottingham Project**
 1. Preconstruction Period Results
 - a. Design/Engineering Reviews & Input
 - b. Project Cost Estimating
 2. Bidding Process
 3. Reporting process
 4. Approach to estimating and value engineering
- **Pricing- What will you be charging for General Conditions & Fee**
 1. Overhead & Staffing (General Conditions)
 2. Insurance
 3. Bonding
 4. CM Fee
 5. Any other fees



NOTTINGHAM DEVELOPMENT
CITY OF EUDORA, KANSAS

Submission of Request for Information

April 9, 2020

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Organizational Chart & Key Team Members	PG 12
Relevant Projects	PG 18
CMAR Approach	PG 24
Pricing	PG 27

April 9, 2020

Barack Matite
City of Eudora
4 E 7th Street
Eudora, KS 66025

Re: Nottingham Development

Dear Barack,

MONARCH is pleased to submit our response to the Request for Information related to the Nottingham Development in Eudora, KS. To date, our team has worked diligently to provide Preconstruction Services for the redevelopment, and we are committed to continuing to work hand-in-hand with the city, design partners and consultants to fulfill the city's mission for a successful redevelopment. To achieve this goal, we promise:

Collaboration. We value all stakeholders on a project and find that the deeper trust we build, the better the results are for our clients. Our expertise is rooted in the contracting industry; not solely in construction. By taking the time to understand the role each team member plays and to actively listen to all points of view, we are better able to foster collaboration and to keep projects on track. We seek to provide unique and creative solutions and we constantly challenge the status quo. By following this approach, MONARCH has successfully completed similar redevelopment projects and we are confident we can bring those experiences to bear for the benefit of the Nottingham Development project.

Responsibility. We understand that every dollar counts, and we don't take that responsibility lightly. We will work with the project team to determine the best value while maintaining the design intent and final vision. Throughout the preconstruction and construction phases, MONARCH will communicate the necessary information to achieve the best value for each component and to ensure a successful outcome. By leveraging numerous trusted trade partner relationships, we will bring a competitive approach and we will collaboratively seek to incorporate the experiences of all team members to maximize every dollar for the success of the project.

Experience. Our team represents a culmination of individuals with extensive and diverse life and professional experience. These unique backgrounds fortify the project team, allowing all of us to draw on our collective skills within the design assist project delivery method, ensuring the City of Eudora receives its desired results with a process that brings value and builds trust.

Value. Prior to founding MONARCH, our partners gained a combined 40 years of experience working with some of the largest and most sophisticated construction companies in Kansas City. Drawing from the expertise and relationships cultivated through those experiences, we can bring a highly efficient cost structure to this project.

Thank you for the opportunity to share our philosophy surrounding collaboration, responsibility and value, and to demonstrate our team's experience. Let us know if you have any additional questions. We look forward to the opportunity to continue working with your team.

Sincerely,

A handwritten signature in blue ink, appearing to read "E.T.", representing Eric Turner.

Eric Turner, Partner

A handwritten signature in blue ink, appearing to read "Michael Strick", representing Michael Strick.

Michael Strick, Director Preconstruction

EXECUTIVE SUMMARY



TRUST.
IT'S WHAT
WE BUILD,
ABOVE ALL
ELSE.

Because, first, we value people. That goes for our clients, project teams, peer partners, the communities where we work, our associates and, especially, our families.

EXECUTIVE SUMMARY

MONARCH partners Courtney Kounkel and Eric Turner each come from rich histories of working with some of Kansas City's most known and well-respected general contractors. From the experiences and knowledge gained during their decades-long careers and based on a desire to create a different kind of company, together they made the decision to form MONARCH Build in 2017.

Recognizing the critical importance of forging authentic, respectful, and mutually beneficial relationships with Kansas City's trade partner community, Courtney and Eric consider those connections to be one of the foundational pillars of the company's business model and success. In addition to that commitment, creating and fostering an atmosphere of collaboration, mentorship, and autonomy among all associates at MONARCH have proved to be differentiating factors that draws candidates to the firm; this has subsequently led to the creation of the exceptional teams responsible for providing their clients with remarkable project experiences. Finally, and certainly equally as important, Courtney and Eric have committed their company to exploring and developing new methods to project delivery and challenging the status quo that can limit opportunities to provide value and savings to MONARCH's clients.

"MONARCH exemplifies coordination, collaboration, communication, and cooperation, all the things we find extremely critical for the success of a project."

— GREG HIGHBARGER, PRINCIPAL & OWNER
H | D ARCHITECTURE



AIA[®] Document A305[™] – 1986

Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO:

ADDRESS:

SUBMITTED BY: MONARCH BUILD, LLC

NAME: Courtney Kounkel & Eric Turner

ADDRESS: 8100 Newton Street, Suite 300, Overland Park, KS 66204

PRINCIPAL OFFICE: Same as above.

☐ Corporation

☒ Partnership

☐ Individual

☐ Joint Venture

☐ Other

NAME OF PROJECT:

TYPE OF WORK: *(file separate form for each Classification of Work)*

☒ General Construction

☐ HVAC

☐ Electrical

☐ Plumbing

☐ Other: *(Specify)*

§ 1 ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor?

§ 1.2 How many years has your organization been in business under its present business name?

§ 1.2.1 Under what other or former names has your organization operated?

JTR Construction, LLC

§ 1.3 If your organization is a corporation, answer the following: Not applicable

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

(Paragraphs deleted)

§ 1.4 If your organization is a partnership, answer the following:

§ 1.4.1 Date of organization: April 13, 2017

§ 1.4.2 Type of partnership (if applicable): Limited Liability Company

§ 1.4.3 Name(s) of general partner(s)

Courtney Kounkel & Eric Turner

§ 1.5 If your organization is individually owned, answer the following: Not applicable

(Paragraphs deleted)

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

§ 2 LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

Kansas City, Missouri – Business License Number: 1661336704

Johnson County, KS Class A – General 2018 Contractor License Number: 2018-9218

Blue Springs, Missouri – Business License Number: 018352

Leawood, Kansas – Business/Occupational License Number: OL.014311

Merriam, Kansas – Occupational License Number: MOL17-000195

City of North Kansas City, Missouri – Business License Number: 0007069

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

States of Kansas and Missouri.

§ 3 EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

Construction Management, Supervision, General Clean-up, Layout, Rough and Finish Carpentry.

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

No

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

No

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

No

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

No

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

§ 3.4.1 State total worth of work in progress and under contract:

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

§ 3.5.1 State average annual amount of construction work performed during the past five years:

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

§ 4 REFERENCES

§ 4.1 Trade References:

Chris Edwards, Vice President
Allied Construction Services
Phone: 913-321-3170
Email: cedwards@alliedconst.com

Ryan Russell, Project Manager/Commercial Estimator
Teague Electric Construction, Inc.
Phone: 913-529-4600
Email: ryanrussell@teagueelectric.com

§ 4.2 Bank References:

Eric Clemenson, Commercial Relationship Manager, Vice President
Arvest Bank
Phone: 913-279-3352
Email: eclemenson@arvest.com

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

Western Surety Company, an affiliate of CNA Surety Corporation

§ 4.3.2 Name and address of agent:

Tom English, Partner
Thomas McGee Group
920 Main Street, Suite 1700
Kansas City, MO 64105
Phone: 816-843-4480
Email: tenglish@thomasmcgee.com

§ 5 FINANCING

§ 5.1 Financial Statement.

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

Monthly Financial Statements are internally and reviewed Financials for _____ were prepared by:
MarksNelson
1310 E. 104th Street, Suite 300
Kansas City, MO 64131

§ 5.1.3 Is the attached financial statement for th identical organization named on page one?

Yes

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

Yes

§ 6 SIGNATURE

§ 6.1 Dated at this _____ day of _____

Name of Organization: MONARCH BUILD, LLC

By: Courtney Komkul

Name & Title:

§ 6.2

MONARCH BUILD LLC representative above being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this 08 day of April 2020

Notary Public: Shelly L. Meyer

My Commission Expires:

NOTARY PUBLIC-State of Kansas
SHELLY L. MEYER
My Appointment Expires: 03/13/2022

April 9, 2020

City of Eudora
Attn: Barack Matite
4 E 7th Street
Eudora, KS 66025

Re: MONARCH BUILD, LLC
Project: Nottingham Development
Estimated Contract Price: \$5,200,000

Dear Mr. Matite:

We understand that you are considering the services of Monarch Build in connection with the referenced project and have requested information concerning their surety program. We are pleased to respond in that regard.

Monarch Build's bonds are underwritten by Western Surety Company, a member of the CNA Group of Insurance Companies. A.M. Best currently rates Western Surety Company "A," Class Size XIV. Western Surety Company is an approved surety for federal projects as provided for in the current online edition of the Department of the Treasury – Circular 570 with an underwriting limitation of \$153,381,000

Western Surety Company has issued performance and payment bonds on the company's behalf on projects of the size contemplated in this proposal. Monarch Build is an account in good standing and capacity exists in their program to support the issuance of performance and payments should they be awarded the contract for this project. Monarch Build enjoys an excellent reputation for delivering high quality work on schedule and within agreed upon budgets. The company is well-financed and possess strong, intelligent management.

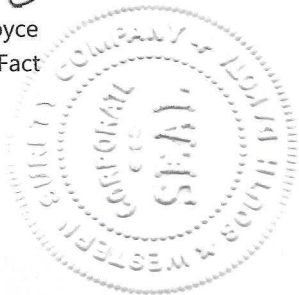
Any request for bonds is a matter between Monarch Build and the surety and will be underwritten based on its own merits. The surety assumes no liability to any party if for any reason they do not execute said bonds. Based on the information currently in our possession, Western Surety Company is prepared to give favorable consideration to the issuance of the bonds required in connection with this procurement.

We fully recommend your consideration of Monarch Build, LLC. If you have any questions, please contact me.

Sincerely,



J. Douglas Joyce
Attorney-in-Fact



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**J Douglas Joyce, Eric Van Buskirk, Linda L Nutt, Brenda L Linze, C Lavonne Engeman,
Susan E Miranda, Dalton Joyce, Individually, of Kansas City, MO
Michael L Swift, Thomas M English, Individually, of Shawnee Mission, KS**

its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 25th day of October, 2018.



WESTERN SURETY COMPANY

Paul T. Bruflat, Vice President

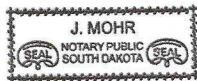
State of South Dakota
County of Minnehaha

} ss

On this 25th day of October, 2018, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

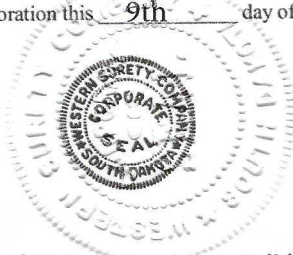
June 23, 2021



J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 9th day of April, 2020.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Form F4280-7-2012

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

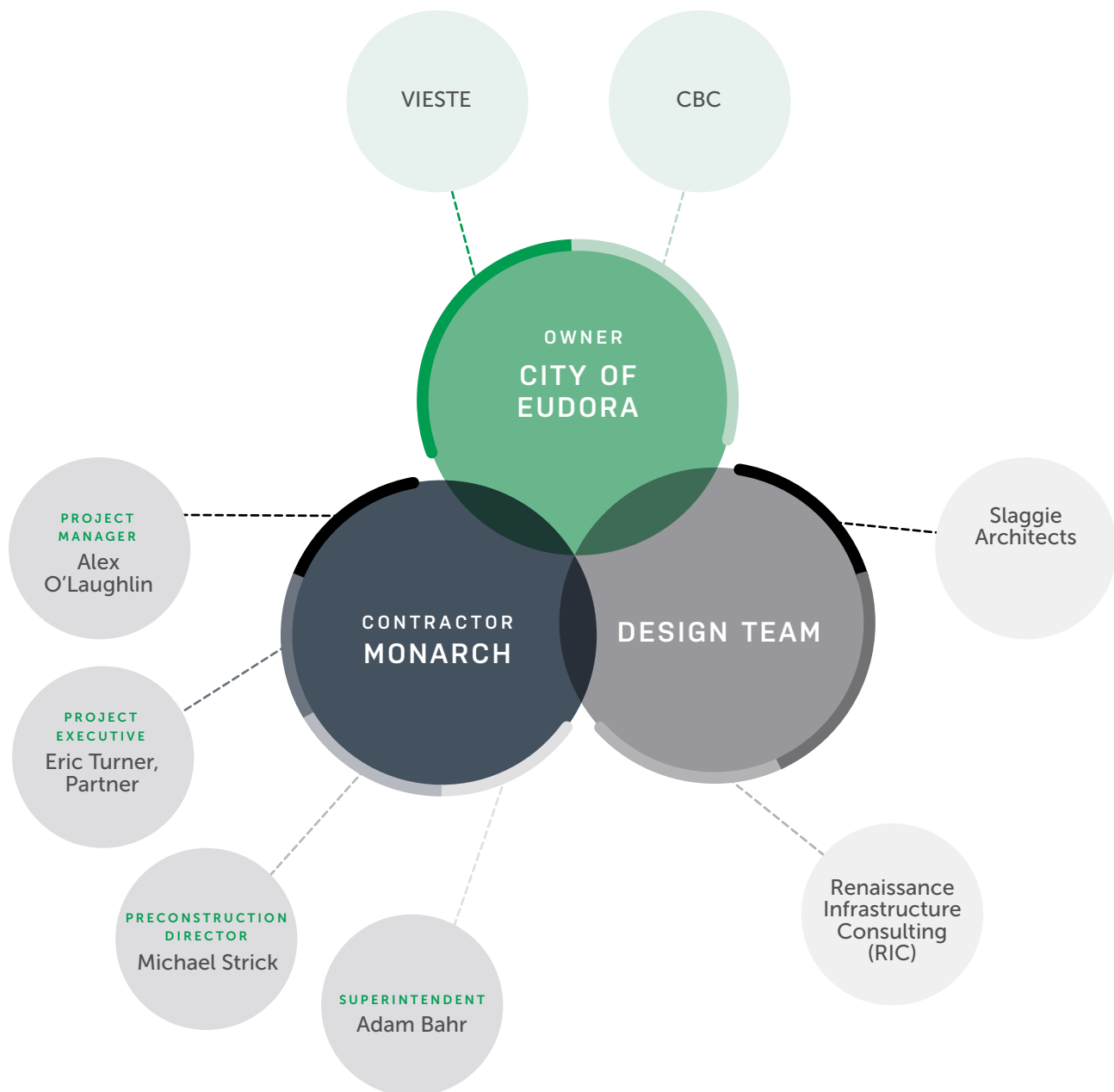
This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

ORG CHART & KEY TEAM MEMBERS

ORGANIZATIONAL CHART

MONARCH and its associates are committed to the success of the Nottingham Development Project. This success will stem from the experience and diligence of our team. Below are the proposed team members and roles. The individuals whose resumes are included in this proposal will be fully committed to the team for the duration of the project, and to the successful achievement of its goals.



Eric Turner

PARTNER



As an industry leader and Partner, Eric has more than 20 years of construction experience with an extensive background in best practice delivery methods through general contracting, construction management and design-build. Eric's leadership, has strengthened relationships with clients, partners and associates throughout his career, his portfolio of work includes Corporate Office, Healthcare, Education, Science and Technology, Parking, Industrial, Entertainment, Philanthropic, Historic Renovation, Retail/ Mixed Use and Hospitality. Eric brings innovative ideas and client focused solutions to every project by fostering communication and collaboration, ensuring the ongoing success of his projects.

PROJECT EXPERIENCE

- Cornerstones of Care
Office Renovation
Kansas City, KS
- Staenberg Family Recreation Complex
The Jewish Community Center
Overland Park, KS
- Multi Service Technology
Solutions, Inc. Corporate Upgrades
Overland Park, KS
- Multi Service Technology
Solutions, Inc., 8575 Tenant Finish
Overland Park, KS
- Multi Service Technology
Solutions, Inc., 8650 Tenant Finish
Overland Park, KS
- Signal Theory
Kansas City, MO
- Hyland Software Tenant Finish
Overland Park, KS
- American Red Cross Tenant
Improvements
Kansas City, MO
- Orthopedic Health of Kansas City
North Kansas City, MO
- Northland Women's Healthcare
Kansas City, MO
- Evaptech
Edwardsville, KS
- Advent Health
5th Floor Renovations
Shawnee Mission, KS
- Agrex, Inc. Tenant Improvements
Overland Park, KS
- 6101 Interior Tenant Finish
Mission, KS
- SCS Engineers Tenant Finish
Overland Park, KS
- Advent Health | Santa Fe
1st Floor Clinic Renovation
Overland Park, KS
- Advent Health | Human Resources
Renovation 5th Floor
Overland Park, KS

EDUCATION

Kansas State University
B.S., Construction Science and
Management

AFFILIATIONS

- The Builder's Association of Kansas City
Past Board of Directors
- Associated General Contractors of
Kansas Past Board of Directors
- Design Build Institute of America
- Mid-America Region; Past Treasurer,
Past Education Committee Vice
Chairman; Past Steering Committee
Chairman
- Dale Carnegie Alumni
- Northeast Johnson County Chamber of
Commerce Past Board of Directors

CERTIFICATIONS

- Designated Design – Build
- Professional by the DBIA
- Stormwater and SWPPP Training
- OSHA 30 Hour

Alex O'Laughlin

PROJECT MANAGER



Alex O'Laughlin is a Project Manager whose passion for the construction industry started in the field working on a vast variety of building types providing him first hand education and experience. As Project Manager, he works hand-in-hand with the construction management team planning, executing and managing projects with accountability for scheduling, cost control and safety. Alex brings strong technical skills, a well-rounded understanding of the construction process and foundation that a successful project doesn't come from any one person or entity, it's a team approach.

PROJECT EXPERIENCE

- Scuola Vita Nuova Charter School
Kitchen Renovation
Kansas City, MO
- Signal Theory
Kansas City, MO
- Arvest Bank North Oak
Kansas City, MO
- American Red Cross Tenant
Improvements
Kansas City, MO
- EvapTech
Lenexa, KS
- NPC International
Leawood, KS
- Veracity Consulting, Inc.
Overland Park, KS
- Orthopedic Health of Kansas City
North Kansas City, MO
- Family Health Care | Mental
Kansas City, MO
- The District at City Center*
Lenexa, KS
- Phenix Salon Suites*
Overland Park, KS
- The District at City Center*
Lenexa, KS
- 2nd & Delaware Apartments*
Kansas City, MO
- Switzer Lofts*
Kansas City, MO
- Domain at City Center*
Lenexa, KS
- Staenberg Family Recreation
Complex The Jewish Community
Center
Overland Park, KS
- Sunflower Medical Office Building
Roeland Park, KS

EDUCATION

University of Missouri
B.S. of Health Sciences

CERTIFICATIONS

- 10 Hour OSHA Certified

AFFILIATIONS

- Associated Builders and
Contractors, Heart of America
Chapter, Young Professionals
Executive Committee

* While in association with another firm.

CONTACT | p. 913.942.2400 | e. alex.olaughlin@monarch.build

Michael Strick

PRECONSTRUCTION DIRECTOR



Michael has 15 years of diversified experience in the construction industry. Michael brings a unique perspective, having served in the Military and working as a carpenter and laborer early in his career. He is a key leader throughout the work acquisition process including management, coordination, and delivery of the pre-construction phases of the project. His comprehensive and relational approach creates a trust and confidence rarely found in our industry today. Michael's experience includes Religious, Education (K12 and Higher Ed), Entertainment, Historic Renovation, Municipality and Multifamily.

PROJECT EXPERIENCE

- Signal Theory
Kansas City, MO
- Scuola Vita Nuova Charter School
Rectory Renovation*
Kansas City, MO
- Steanberg Family Recreation
Complex Jewish Community Center
Overland Park, KS
- Ironhorse Dental
Louisburg, KS
- Northland's Women Group
Medical Office Building
Kansas City, MO
- Family Health Care Dental
Office Renovations
Kansas City, KS
- Family Health Care Mental Health
Office Renovations
Kansas City, KS
- Family Health Care Parking Garage
Kansas City, KS
- YMCA Fred & Shirley Pryor
Challenger Sports Complex*
- University Academy Sports Field*
Kansas City MO
- St. Charles Borromeo Office &
Gathering Space Addition*
Gladstone, MO
- Johnson County Community
College Classroom Renovations*
Overland Park, KS
- Evaptech
Edwardsville, KS
- Sunflower Medical Office Building
Roeland Park, KS
- Northland Women's Health Care
Kansas City, MO
- Wilkerson Crane Headquarters
Bonner Springs, KS
- 909 Walnut Lobby Renovations
Kansas City, MO
- Ranch Mart North
Roeland Park, KS

* While in association with another firm.

EDUCATION

Pittsburg State University
Bachelor in Technology, Construction
Management United States Marine Corps

CERTIFICATIONS

- OSHA 30 Houf
- AWS D1.1 3G Welding Certification

AFFILIATIONS

- AWANA Commander at
Maywood Community Church
- Board of Directors for Joy
Meadows

CONTACT | p. 913.927.1956 | e. micheal.strick@monarch.build

Adam Bahr

SUPERINTENDENT



A sense of pride compels Adam Bahr to excel in his role as Superintendent at Monarch. “Really, one of the most gratifying parts of my job is being able to drive by a completed project or one that’s in progress and point it out to my family. Not too many people get to see their work in such a substantial way,” Adam observes. With nearly 25 years in the construction industry, many of Adam’s past and present projects pepper the Kansas City skyline.

An integral member of the Monarch team, Adam approaches his role from the foundation of one key tenet—transparent communication. In practice, however, what can owners, design teams, and trade partners expect that to look like? It means that if issues arise that threaten a timeline or a budget, Adam will help identify solutions or options to a solution with clearly outlined pros and cons. It means he will seek input from and collaborate with his project manager, the design team and any involved trade partners.

PROJECT EXPERIENCE

- **Ranchmart North**
Leawood, KS
- **Sunflower Medical Office Building**
Roeland Park, KS
- **19th and Main***
3-story office building
First level parking garage
34,000 sq. ft.
Copaken Development
- **Norman School Lofts***
Renovation of a school into
multi-family housing and new
addition 40,000 sq. ft.
\$11 million
- **5-story office building***
Deercreek Woods
Overland Park, KS
- **Retail development at
Deercreek Woods***
Overland Park, KS

* While in association with another firm.

CONTACT | p. 913.972.6021 | e. adam.bahr@monarch.build

RELEVANT PROJECTS

North Kansas City Medical Office Building

NORTH KANSAS CITY, MO



The NKC Medical Office Building is an integrated delivery approach with the developer, design team and general contractor all working together throughout the conceptual design through design development and construction documents. The medical office building that includes 240kW of solar power battery back up to provide temporary uninterrupted power in the need of a permanent power outage. The two story main entry curtain wall along with perimeter punched openings provides an abundance of natural light throughout the facility.

The first floor tenant finish includes an office for Orthopedic Health of Kansas City focused on creating a welcoming open lobby space and dedicated patient reception and checkout desk. The Orthopedics office includes 32 exam rooms, (2) x-ray rooms, MRI facility and collaborative spaces for both nurse's and physician's teaming areas. To accommodate both form and function, a DIRT wall system with exam room front walls and sliding glass entries offer easy access while providing the required acoustics and transparency desired for patient privacy. The second floor includes 12,000sf future tenant build out for Kansas City Urology with approximately 8,000sf of future tenant space.

PROJECT DETAILS

SIZE	40,000 sq. ft.
CONSTRUCTION COST	\$8,4 million
COMPLETION DATE	Mar 2019

Regency Park Shopping Center Renovations

OVERLAND PARK, KS



Achieving a new modern aesthetic, the renovation of the Regency Shopping Center includes a complete facade overhaul and site upgrades including new sidewalks, repaired curbs and gutters, a full overlay of the existing parking lot, new parking lighting systems, new landscaping, and a new monument sign. Utilizing extensive pre-planning, regular coordination and clear communication, MONARCH limits the impact on the existing tenants and insures the safety of vehicles and pedestrians.

The Regency Park Shopping Center Renovation is the result of a successful integrated project approach. The collaboration of the client, the design team and MONARCH resulted in a project GMP which was less than the initial schematic budget. Through the design phase the project team was able to evaluate different building materials, actual existing building conditions and various alternates to find the most cost effective, yet highly desirable final design.

PROJECT DETAILS	
SIZE	N/A
CONSTRUCTION COST	\$6 million
COMPLETION DATE	July 2019

Jewish Community Center

OVERLAND PARK, KS



The Jewish Community Center (JCC) was originally constructed in 1988, with a large theater/performance hall addition following in 2004. Currently, Monarch is contracted to provide a 27,000-sq. ft. sports and fitness expansion (The J) located on the northwest corner of the existing structure. The program for the expansion includes:

- New gymnasium
- Youth turf area
- Kids’ zone
- Exercise rooms
- Four additional administrative meeting rooms
- Reception area
- Art room expansion
- Sports and fitness office
- Expanded restrooms
- Controlled entry to the sports and fitness center

With the expansion, an already near-capacity parking area will allow for an additional 77 parking places to the campus. The addition of these parking places and replacement of required green space requires the reduction in the size of the existing tennis courts.

PROJECT DETAILS	
SIZE	27,000 sq. ft.
CONSTRUCTION COST	\$7.5 million
COMPLETION DATE	Dec 2020

Ranch Mart North (demolition and new construction)

LEAWOOD, KS



Originally constructed in 1958, Ranch Mart Shopping Center is a Leawood retail landmark that is undergoing a complete and much-needed renovation. MONARCH’S scope includes:

- Demolition of the existing 28,000 sq. ft. KC Sports activity center
- New construction of a 26,000 sq. ft. two story mixed-use building (shell, stairways and lobby)
- Façade upgrades to the remaining 20 business’s storefronts (approximately 217,000 sq. ft.)
- Site improvements include new lighting, landscaping, irrigation, curbs, sidewalks
- Modifications to the center’s parking include new curbs and islands throughout the center and requires changing traffic flows

Maintaining operations of all existing businesses, including the adjacent Price Chopper grocery, is paramount to the successful completion of the project. Sitework will be executed over a period of nine phases and the façade renovations will be executed in seven phases. Utilizing extensive pre- planning, regular coordination and clear communication, MONARCH will limit the impact to the existing tenants and ensures the safety of vehicles and pedestrians.

The magnitude of the project is best reflected in Cadence Commercial Real Estate’s video rendering, which can be viewed [here](#).

PROJECT DETAILS	
SIZE	26,000 sq. ft.
FACADE RENOVATIONS	20 businesses
CONSTRUCTION COST	\$15 million
EST COMPLETION DATE	May 2021

Sunflower Medical Office Building

ROELAND PARK, KS



A two-story medical office building, the new Sunflower MOB will be home to a general practice and an MRI specialty floor. The first floor will include the general medical practice space with a common area, patient waiting area, patient exam rooms and a dust-free lab. The 15,000 sq. ft. second floor activities will center on magnetic resonance imaging which involves the use of strong magnetic fields, magnetic field gradients and radioactive waves to generate images of the patients’ organs. The second floor will also include patient exam rooms and visitor lobby.

The greenfield site requires extensive infrastructure development to include storm retention, overhead utilities and the relocation of the main sanitary line. A raingarden will be developed on the site to ensure that large rain events don’t overwhelm the city’s storm system.

MONARCH is excited to construct this building following the new 2018 energy codes; specifically, the MOB will incorporate thermal resistance technology. The building’s exterior will be constructed using Nichiha fiber cement siding, which focuses on moisture management and offers design flexibility.

PROJECT DETAILS

SIZE	30,000 sq. ft.
CONSTRUCTION COST	\$9 million (appx.) <ul style="list-style-type: none">• \$6.5 million for shell, core and first floor tenant finish• \$2.5 million for second floor for tenant finish
CONSTR. COMPLETION	Spring 2021

CMAR APPROACH

Preconstruction

Taking a project from preconstruction through buildout is complex, no-nonsense work. It's also what we happen to love doing. Our success is possible because we begin every project by establishing a strong foundation of understanding. This deep understanding begins with design/engineering reviews, which enables our team to provide valuable input from the onset. To date, our team has invested countless hours working hand-in-hand with Renaissance Infrastructure Consulting (RIC) and City of Eudora personnel to understand existing conditions of the redevelopment site, surrounding neighborhoods, and public streets. This collaborative and communicative approach has resulted in efficiencies with the design, phasing, and constructability, resulting in reduced project costs. During these discussions, we continue to provide input regarding the most cost-effective approach to routing new utility services to and throughout the site, management of stormwater design, and street improvements. We do this proactively and in a timely manner to enable the team to make informed decisions to minimize impacts to the design and project progress.

Based on the work our team has completed to date, we have built an extensive knowledge base concerning the project costs, and we have prepared and will continue to prepare complete cost estimates. We will draw upon MONARCH's in-house database and cost histories to prepare the estimates, and we will seek trade partner input to ensure the estimates are accurate based on the information known at the time. The trust and professional respect MONARCH has developed with trade partners throughout the region have resulted in overwhelming support to assist with cost estimating during the conceptual and design development stages of the Nottingham Development. In addition, the working relationship and collaborative approach between our team and RIC provides the ability to discuss design options and potential price impacts in order for the City to make informed decisions resulting in the best possible outcome for the project.

Our team has an excellent track record of developing accurate budgets during the preconstruction process. Our systems, processes and experience have led to numerous successful project deliveries working within a collaborative environment. By analyzing all key factors, including schedule, budget, procurement and the bidding process, we can maximize the budget, condense the schedule and ensure a successful project for all stakeholders.

// BIDDING PROCESS

MONARCH continues to market the Nottingham Development to the trade partner community throughout the preconstruction phase. As the design development documents are finalized and transition to bid documents, MONARCH will aggressively solicit qualified trade partners to bid on each scope of the project. The list of qualified trade partners will be developed by MONARCH and then shared with the design team and City of Eudora personnel for input and approval. Our relationship with the trade partners in the region will ensure above adequate coverage for all scopes of work. Comprehensive bid/scope packages will be generated to ensure that "scope gap" is minimized during the bid process. The bid packages will be reviewed with the design team prior to distribution to the trade partner for bidding. These bid packages will not only address the work to be performed, but also items such as schedule, safety and quality expectations for the project. Following bid receipt, MONARCH will carefully review each trade partner's proposal and conduct post-bid interviews to confirm that bids are complete and accurate. After completing a thorough review of all trade partner bids, MONARCH will conduct a meeting with the design team and city personnel to complete a final review and award.

// REPORTING PROCESS

The reporting process starts early in the preconstruction phase and continues through construction and post construction closeout. MONARCH utilizes several active and passive communication methods to ensure all team members stay abreast of all project information. Our goal is to develop regularly scheduled meetings at design kick-off to ensure proactive communication, collaboration, cooperation and coordination. This provides for clear roles of responsibilities for team members, defines expectations and creates accountability between all project stakeholders. At the beginning of construction, these meetings will transition to weekly jobsite meetings with the city, design team and MONARCH team members. During these meetings we will produce thorough schedule updates, material procurement status updates, and we will have conversations about any design questions and the budget update. Meeting minutes will be documented during these meetings and distributed to all team members. In addition, we hold daily staff briefings, complete daily job site logs, conduct weekly trade partner coordination meetings, and provide monthly project reports. All information is compiled and dispersed electronically through Procore, a web-based project management software program. All team members will be provided access to the software to track current budgets, schedules, meeting minutes, material procurement logs, requests for information, project reports and daily project photo documentation.

// APPROACH TO ESTIMATING AND VALUE ENGINEERING

Value engineering will play a key role in ensuring the team's goals are met while keeping the Nottingham Development project within the city's allocated budget. With each cost estimate, we will provide a list of cost options that is either predetermined through proactive communication between the city, design team and MONARCH or provided by trade partners during their review and pricing of the documents. These cost options will provide immediate feedback to the team, enabling them to look for ways to not just reduce costs, but to provide higher value to the project. We believe it is important to put a dollar value on every decision, and to not only understand the cost impacts, but also the benefits and drawbacks related to phasing, schedule, quality or long-term maintenance of the development. The cost option sheet is also critical in maintaining a record of all ideas previously or currently being priced. These ideas may be accepted and incorporated in the design, or the team may decide to delay the decision, and once the project is bid, we may accept to recognize savings to include in the budget. In addition to cost options, we propose developing a list of alternates to be included in the design documents for pricing at the time of bid. This will help ensure the project will be under budget at the time of trade partner selection, and it will allow the team to potentially add in select items throughout various points in the project, knowing the costs were received under a competitive basis.

PRICING

Proposed Pricing

MONARCH is pleased to provide the following proposed costs for the items as requested in the Nottingham Development – Request for Information:

Staffing (General Conditions)

- General condition costs are a direct result of the overall phasing, construction schedule and staffing required to manage the scope of work. The team is working diligently to identify the project phasing approach as well as final scope of work. Due to this uncertainty, it is difficult to provide a lump sum amount for the general conditions at this time. In lieu of providing a lump sum amount, please find below a percentage range for the general conditions that would be calculated based on the total cost of work.
- Staffing (General Conditions): 5-6% of the total construction costs

Insurance

- General Liability Insurance: .95% of the total construction costs
- Builder's Risk: .65% of the total construction costs

Bonding

- Performance and Payment Bond: .90% of the total construction costs

Other Fees

- Performance and Maintenance Bonds (if required) for public utility services would be calculated based on the total costs of this specific work and be included in the total costs of work.
- Tap Fees, Development Fees and/or Service Impact Fees are assumed to be paid directly by the City of Eudora. If not, these would be included in the total costs of work.
- Permit Fees are assumed to be paid directly by the City of Eudora. If not, these would be included in the total costs of work.

